

DEPARTMENT OF CHILDREN AND FAMILIES

JOB OPPORTUNITY

Custodian

Part-Time (68 hours bi-weekly)

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: The Public

Location: Albert J. Solnit Children's Center - South Campus, Middletown, CT

Hours: 1st shift; schedule: Monday, Tuesday, Thursday & Friday 7:00 am - 2:30 pm and Wednesday 7:00 am - 1:30 pm

Salary: \$15.56 - \$21.60 hourly

Closing Date: 11/15/2014

Posting Number: VB75779S

Examples of Duties: Duties include but are not limited to performing custodial tasks and maintenance of areas such as dormitories, classrooms, offices, wards, and lavatories including outdoor areas (i.e. trash around buildings); dusts, mops, sweeps, scrubs, strips, waxes and polishes floors using appropriate equipment such as floor polishers and buffers; washes, dusts and polishes glass including windows, woodwork, walls, furniture and metal equipment; collects and disposes of trash; reports needs for repairs; performs minor maintenance; report damage equipment to supervisor; may change light bulbs; may lubricate or tighten door hinges, drawers, cabinets, etc.; may move furniture and/or set-up classrooms; and perform related duties as required. Some interpersonal skills; some oral and written communication skills; ability to follow oral and written instructions; ability to operate, care for and perform minor maintenance on equipment used in daily work; some ability in simple record keeping.

Physical Requirements: Incumbents in this class must have adequate physical strength, stamina, physical agility and visual and auditory acuity, and must maintain such physical fitness as to be able to perform the duties of the class.

Working Conditions:

Incumbents in this class may be required to lift moderate to heavy weights; may be exposed to risk of injury from equipment and/or patients/clients.

Note: The filling of this position shall be in keeping with established reemployment, transfer, promotion, and SEBAC employment obligations.

Application Instructions: Current DCF employees having permanent status in this classification must submit an NP-2 Transfer Request Form. All others must submit a CT-HR-12 (State application), resume, letter of intent, three (3) letters of supervisory reference, original transcripts and a copy of any license or certification required to the address indicated; state employees must submit their two most recent performance appraisals in lieu of references. Please specify the posting number on all application materials. Incomplete application packets will not be considered. The filling of this position shall be in keeping with established reemployment, transfer, promotion, and SEBAC employment obligations.

Albert J. Solnit Childrens Center - South Campus
915 River Road
Middletown, CT 06457
Attn: Jasmyn Raymond - Human Resources

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.